

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: DPS1499155

DATE POSTED: 08/25/14

POSITION NO: 241978

CLOSING DATE: 09/08/14

POSITION TITLE: Adaptive Education Teacher

DEPARTMENT NAME / WORKSITE: DPS/Department of Corrections/ Tuba City, AZ

WORK DAYS: Split-Shift REGULAR FULL TIME: ☒ GRADE/STEP: Y66A

WORK HOURS: Split-Shift PART TIME: ☐ NO. OF HRS./WK.:            \$ 46,363.20 PER ANNUM

SEASONAL: ☐ DURATION :            \$ 22.29 PER HOUR

TEMPORARY: ☐           

**DUTIES AND RESPONSIBILITIES:**

Plans, develops, writes and implements curriculum and educational programs in accordance with educational and treatment goals and student's abilities; completes educational assessments including assessment of current academic status, motivation for school, history of strengths and weaknesses, and educational goals for new admissions; in coordination with student's home school determine if child is enrolled in school prior to admission, obtains transcripts, assessments and behavioral information; provides direct academic teaching of required courses in educational classes; updates and revises curriculum through the acquisition of educational materials and training; responsible for providing grades/transcripts to student's home school upon discharge from treatment center. Develops individual program plans and daily lesson plans; ensures that appropriate classroom time is provided for each subject in accordance with state and Navajo Nation standards; evaluates assignments and monitors progress and achievements; manages behavior to ensure an emotionally and physically safe classroom environment; serves as an active member of treatment team; participates in treatment plan reviews providing information about student's progress in meeting educational goals and academic progress; participates in multi disciplinary treatment planning meetings; assists resident with vocational and career searches. applications and training.

**Minimum Qualifications:**

- A Bachelor's Degree in Education; and two (2) years professional teaching experience in middle or high school grades; OR a Master's degree

**Preferred Qualifications:**

- Current Teaching Certificate.
- Certification in Adapted Education.
- A Master's degree in Education.

**Special Requirements:**

- A favorable background investigation.
- Possess a valid state driver's license, a First Aid Certificate, a Cardiopulmonary Resuscitation (CPR) Certificate.

***(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)***

**Special Knowledge, Skills and Abilities:**

Knowledge of federal, state and Navajo Nation rules, regulations, policies and procedures related to areas of assignment. Knowledge of theories, principles, practices and techniques of educational methodology applied in teaching adolescents. Knowledge of Navajo culture and it's influence on the daily lives of children and family. Knowledge of academic and/or vocational education curricula. Knowledge of the principles and practices of educational or vocational assessments, evaluation and interpretation. Knowledge of alternative educational programs, such as GED, Job Corps, vocational training, challenge programs, etc. Knowledge of first aid and safety practices and procedures. Knowledge of behavioral management systems and processes. Knowledge of medical and psychosocial issues related in individuals with learning, developmental and/or emotional disabilities. Skill in the administration, evaluate, design and implement curriculum, testing and/or teaching methodologies. Ability to work with youth and establish a positive resident/teacher relationship. Ability to work with and collaborate with education and health care specialists.

**<<A favorable background investigation is required>>**

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.**